



# Work Order (Bid Form)

## WORK ORDER INFORMATION

**Work Order Name:** WO/15015SE-4154/1

**Work Order Type:** Weatherization

**Audit Name:** NA

## CLIENT INFORMATION

**Client Name:**

**Address:**

**Client ID:** 15015SE-4154

**Alt. Client ID:** McMinn

## AGENCY INFORMATION

**Agency:** Southeast Tennessee Human Resource Agency

**Agency Phone:** (423) 949-2191

**Address:** 312 Resource Rd.  
Dunlap, TN 37327

**Fax:** (423) 949-4023

**Email Address:** aramsey@sethtra.us

**Agency Contact:** Gaskins, Glenn

**Work Phone:**

**Cell Phone:** (865) 679-8303

**Email Address:** amerispechome20@bellsouth.net

**Company Name & License Number:** \_\_\_\_\_

**Contractor's Signature:** \_\_\_\_\_

## COMMENT

Site Built Home  
Pre-1978. Lead Safe Weatherization Protocol Applies

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*Client Name:*

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## Measures

### Measure 1 CO Monitor is Needed

### Components

Inspected

**Comment** Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	CO monitor Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total:

Sub Total:

Field Notes:

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**Measure 2 Fix Improper Venting of Bathroom Exhaust Fan Vent fan to exterior.****Components****Inspected**

**Comment** Bath Vents installed to outside of home. No changes allowed. Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Bath Vent w/ Piping to Outside  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 3 Infiltration Redctn****Components****Inspected**

**Comment** 1. Seal all openings and projections through subfloor at crawlspace prior to insulating.  
2. Seal HVAC Duct System. Total pressure reading for registers was 77.4, an average of about 8 per register. Highest reading was 32.7 at left family room register indicating a possible disconnect at this register. Mastic seal with fabric all boots and joints prior to installing new duct insulation.  
3. HVAC Return. Return pressure was 34.7. Caulk and seal return box. Review plenum connection at air handler. Seal as needed.

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#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
10	Miscellaneous Su	Infiltration Reduction	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 4 Furnace Tuneup****Components****Inspected**

**Comment** Tune-up Gas Central Furnace. Clean and adjust. CO exhaust reading was 1056 ppm. Contractor to convey copy of HVAC tech evaluation of unit and tuneup procedures to agency.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Heating Equipme	Furnace Tuneup Includes labor cost. Must be completed by a licensed mechanical contractor. Must submit with invoice a completed tune up summary report.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Furnace Tuneup	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	Furnace Tuneup	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Measure 5 Duct Insulation****Components****Inspected**

**Comment** Contractor to remove damaged/deteriorated duct insulation and replace with new. Follow specifications of Southeast Weatherization Field Guide.

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#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Duct Insulation  Includes labor cost. Contractor must use a minimum of R-6 insulation. All foil tape should be free of bubbles. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	SqFt	377	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Duct Insulation	SqFt	377	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:** **Sub Total:** **Field Notes:**

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**Measure 6 DWH Pipe Insulation****Components****Inspected****Comment**

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	DHW Pipe Insulation  Includes labor cost. All corners must be cut properly. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DHW Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	DHW Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 7 DWH Tank Insulation****Components****Inspected****Comment**

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Hot Water Equip	DHW Tank Insulation Includes labor cost. R-10 minimum. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DHW Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Other	DHW Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 8 Wall Insulation****Components** E,N,S,W**Inspected**

**Comment** Client states that walls are not insulated. Auditor unable to verify. Insulate walls with dense pack cellulose at a rate of 3.5# cu. Ft. Adhere to specifications of Southeast Weatherization Field Guide.

Contractor to consult with client concerning insulating procedures prior to beginning.

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Wall Insulation - Blown Cellulose - 2x4 Filled	SqFt	1168					
<b>Other Detail</b>									
<b>Measure Sub Total:</b>							<b>Sub Total:</b>		

**Field Notes:****Measure 9 Floor Ins. R-19****Components** Raised Crawlspace**Inspected**

**Comment** Install R19 batts at crawlspace joist system. 2x10 joists, 24"oc. 2092 sq ft

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Floor Insulation - Fiberglass Batts - R-19	SqFt	2092					
<b>Other Detail</b>									
<b>Measure Sub Total:</b>							<b>Sub Total:</b>		

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**Measure 10 Replace A/C****Components** AC**Inspected**

**Comment** Contractor to follow Manual J recommendations for sizing, A 2.5 ton unit is presently in place.

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#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Cooling Equipmen	Central A/C -	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Central A/C -	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:****Measure 11 Practice Lead Safe Weatherization (Walls)****Components****Inspected**

**Comment** Home is pre-1978. Follow lead safe weatherization protocol. Contractor to follow requirements of EPA Lead -Based Paint Renovation, Repair and Painting. Contractor to adhere to 4 step requirements of WAP ARRA 10-20 for determining need for presence of Certified Rennovator/Firm

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#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Equipment	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:****Work Order Grand Total:****Grand Total:**

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